



# COUNTY OF SAN LUIS OBISPO DEPARTMENT OF GENERAL SERVICES

COUNTY GOVERNMENT CENTER • SAN LUIS OBISPO, CALIFORNIA 93408 • (805) 781-5200

DUANE P LEIB, DIRECTOR

## **REQUEST FOR PROPOSAL PS-#950 MOBILE BOOKING TRAILER**

April 2, 2007

The County of San Luis Obispo is currently soliciting proposals for a Mobile Booking Trailer.

Each proposal shall specify each and every item as set forth in the attached specifications. Any and all exceptions must be clearly stated in the proposal. Failure to set forth any item in the specifications without taking exception, may be grounds for rejection. The County of San Luis Obispo reserves the right to reject all proposals and to waive any informalities.

If your firm is interested and qualified, please submit three [3] copies of your proposal by 5:00 p.m. on April 26, 2007 to:

County of San Luis Obispo  
Phill Haley, Central Services  
1087 Santa Rosa Street  
San Luis Obispo, CA 93408

If you have any questions about the proposal process, please contact me. For technical questions and information contact Kelly Kenitz at (805) 788-2103.

PHILL HALEY  
Buyer - Central Services Division  
phaley@co.slo.ca.us

**TO:            ALL PROSPECTIVE PROPOSERS**  
**SUBJECT:    LOCAL PROPOSERS PREFERENCE**

The County of San Luis Obispo has established a local vendor preference. All informal and formal Request for Proposals for contracts will be evaluated with a 5% preference for local vendors. Note the following exceptions:

1.      Those contracts which State Law or, other law or regulation precludes this local preference.
2.      Public works construction projects.

A "local" vendor will be approved as such when, 1) It conducts business in an office with a physical location within the County of San Luis Obispo; 2) It holds a valid business license issued by the County or a city within the County; and 3) Business has been conducted in such a manner for not less than six (6) months prior to being able to receive the preference.

As of March 3, 1994 individual County Buyers evaluate RFP's (Request For Proposals) considering the local vendor preference described above. The burden of proof will lie with proposers relative to verification of "local" vendor preference. Should any questions arise, please contact a buyer at (805) 781-5200. All prospective proposers are encouraged to quote the lowest prices at which you can furnish the items or services listed in County proposals.

	YES	NO
Do you claim local vendor preference?		
Do you conduct business in an office with a physical location within the County of San Luis Obispo?		
Business Address: _____ _____		
Years at this Address: _____		
Does your business hold a valid business license issued by the County or a City within the County?		
Name of Local Agency which issued license: _____		

Business Name: \_\_\_\_\_

Authorized Individual: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Dated: \_\_\_\_\_

**PROPOSAL SUBMITTAL AND SELECTION**

1. All proposals, consisting of three (3) copies must be received by mail, recognized carrier, or hand delivered no later than 5:00 p.m. on April 26, 2007. Late proposals will not be considered.
2. All correspondence should be directed to:

San Luis Obispo County  
Department of General Services  
1087 Santa Rosa Street  
San Luis Obispo, CA 93408  
ATTENTION: Phill Haley
3. Costs of preparation of proposals will be borne by the proposer.
4. It is preferred that all proposals be submitted on recycled paper, printed on two sides.
5. Selection of qualified proposers will be by an approved County procedure for awarding professional contracts.
6. This request does not constitute an offer of employment or to contract for services.
7. The County reserves the option to reject any or all proposals, wholly or in part, received by reason of this request.
8. The County reserves the option to retain all proposals, whether selected or rejected.
9. All proposals shall remain firm for 30, (thirty) days following closing date for receipt of proposals.
10. The County reserves the right to award the contract to the firm who presents the proposal which in the judgment of the County, best accomplishes the desired results, and shall include, but not be limited to a consideration of the professional service fee.
11. Selection will be made on the basis of the proposals as submitted. The Selection Committee may deem it necessary to interview applicants. The County retains the right to interview applicants as part of the selection process.
12. The proceedings of the Selection Committee are confidential. Members of the Selection Committee are not to be contacted by the proposers. All communication between proposer and the County shall be through Phill Haley.

## **PROPOSAL FORMAT**

A qualifying proposal must address all of the following points:

1.     Project Title
2.     Applicant or Firm Name
3.     Firm Qualifications
  - a.     Type of organization, size, professional registration and affiliations.
  - b.     Names and qualifications of personnel to be assigned to this project.
  - c.     Outline of recent projects completed that are directly related to this project. Consultant is required to demonstrate specific design and project expertise relating to the requirements of the Project Scope.
  - d.     Qualifications of consultants, subcontractors, or joint venture firm, if appropriate.
  - e.     Client references from recent related projects, including name, address and phone number of individual to contact for referral.
4.     Understanding of and Approach to the Project
  - a.     Summary of approach to be taken.
  - b.     Description of the organization and staffing to be used for the project.
  - c.     Indication of information and participation the proposer will require from County staff.
  - d.     Indication of time frame necessary to complete the plan review once a Notice to Proceed is issued.
5.     Fees and Insurance
  - a.     Propose total fixed fees to complete project as described under Project Scope.

**Item:** Mobile Booking Trailer

**Quantity:** One (1) trailer

**Body:** New construction, custom designed 28' to 31' long mobile booking pull trailer with a 5' tongue to bumper hitch; 84" interior height and 96" interior width; 100" exterior with maximum. Gross vehicle weight not to exceed 10,000 pounds.

**Delivery:** Completed units delivered to San Luis Obispo, California, within 6 months of order.

**Exterior**

- Square tube welded steel frame with 1 ½" polystyrene block foam insulation. .062 exterior fiberglass. Vacuum bonded hard wall construction. Vacuum bonded floor construction.
- 100% welded steel structure.
- Roof to be steel framed (1" square steel tube). Tapered roof rafters with polystyrene foam insulation. Exterior rubber roof.
- All welded steel frame trailer chassis construction with 10" junior "I" beam main frame rails.
- Two 6,000 lbs. Tandem torsion axles with minimum 12,000 lb gvwr.
- Tire size-1t235/85r16
- Rims 16x16 psi-80
- Electric brakes
- 2 5/16" ball pull coupler. Hitch height approx. 24". 5,000 lb. Crank down jack.
- Heavy duty manual jacks
- D.O.T. required clearance and running lights.
- 7-way tow vehicle trailer plug
- One self-leveling exterior step near entrance and exit doors with large entry "lend-a-hand" handles.
- Fabricated heavy duty aluminum powder coated ladder
- Thin-lite exterior lights above entry doors
- (1) 20' manual awning. Awning to be mounted on passenger side of trailer.

- 4.0 kw Onan gasoline generator with insulating sound shield. Generator to take fuel from chassis fuel tank. Automatic shut-off of generator at 1/4 tank fuel level. Genturi® generator exhaust system.
- Approximately 20 gallon fuel tank
- Four (4) exterior mounted halogen flood lights. Two on each side. Lights to be switched separately
- Two (2) exterior 110 outlets with weatherproof covers. One on each side of trailer
- Exterior color solid white

### **Interior**

- Tinted windows (4) approximately 24" x 20" (location to be determined)
- Window (4) 1" aluminum mini-blinds with hold down brackets and valances
- Commercial grade heavy duty nora rubber (or equivalent) flooring throughout trailer style 825c (or equivalent)
- Floor coping throughout (3")
- White or gray panel interior walls
- Cabinets and counter tops with rubber edge molding
- Booking Area: The booking area will be designed to accommodate two standing height counter top, desk-type work stations. Overhead cabinets for storage in each area.
- One storage/locker cabinet shall be provided with lockable door latches to store inmate property. Lockers to be a minimum of 12"H X 24"W X 20"D.
- Roller drawer guides
- Drawers to have positive travel latches (lockable)
- Southco latches and European hidden hinges on all doors. Overhead cabinet doors to lift up toward ceiling.
- Each of the two (2) work station in the processing area shall be equipped with one 12 volt lighting below the overhead counter, two (2) outlets above the counter and two (2) outlets below the counter. One (1) 12v jack at counter height, 120 volt duplex outlet.
- Entrance and exit doors accessing the processing area shall be approx. 36"W X 70"H.

- Two (2) dry erase boards near each work stations approx. 24" x 24"
- One (1) bench type seating in each of the two (2) workstations will be provided for the arrestees. Each area will have an "eyebolt" type set-up under the bench to shackle the arrestee to it.
- Holding Area: The holding area will consist of two (2) holding areas to be used to separate male and female arrestees. Each holding area will have a tightly weaved metal front to allow visual observation of arrestees, and a locking door. If the holding cells are constructed side-by-side the wall between the cells will be solid to prevent visual observations and passing of contraband between male and female arrestees. Bench seating will be provided in each holding area.
- Magnatek 100 amp load center converter, cord and wiring. Automatic transfer switch from generator power to shore line power. RV rated charging system to charge house batteries while generator or shore line is in use.
- Dual ev8d heavy duty 12 volt deep cycle battery system. Auxiliary battery disconnect switch located inside trailer. Batteries to be mounted on kwieke battery slide out tray
- 120 vac 50 amp shoreline hook-up with minimum 25' power cord
- Ground fault interrupter equipped
- All wiring shall meet or exceed applicable N.E.C. standards
- 1 ground plane with 6 mounts
- (2) fantastic fan power roof vents
- 13,500 btu / cool only / roof mounted / non-ducted air conditioner.
- 110/12 volt fluorescent overhead lighting. Location to be determined. Lighting to adequately illuminate interior work areas
- Two pro line dry chemical five pound aluminum cylinder fire extinguishers
- Smoke, lpg and carbon monoxide detectors.

**Project Coordinator:**

Kelly Kenitz, Correctional Lieutenant  
P.O. Box 32  
San Luis Obispo, CA 93406  
(805) 788-2103  
kkenitz@co.slo.ca.us